



Fire Incident Organizer

Relay the following information to dispatch upon first visual contact:

Descriptive Location or Rough Legal				
Size (estimated acres)				
Spread Potential	Low	Moderate	High	
Values Threatened	None	Structures	Life	Other
Command Frequency				
Tactical Frequency				

Complete the following table before submitting:

Incident Name				
Agency Fire Number				
WildCAD Incident Number				
District Fire Number				
Fire Code				
Final Incident Commander				
Fire Jurisdiction	USFS	FFO	RFO	STATE
Fire Report Completion Date				

The final IC will submit this completed Fire Incident Organizer within five days after the incident is declared out, along with all other associated documentation to the DAFMO/FOS responsible for fire report.

Memorandum

April 7, 2016

To: Type 3, 4 and 5 Incident Commanders

From: Central Utah Interagency Fire Management Board

Subject: Delegation of Authority and Letter of Expectations for Type 3, 4 and 5 Incident Commanders

We delegate the authority to appropriately manage wildland fires within the Central Utah Interagency Fire Management Area to all local Type 3, 4 and 5 Incident Commanders (to include out of area resources assisting within Central Utah). This delegation applies to low complexity/short duration type incidents. For more complex incidents, a specific delegation of authority may be initiated. With this responsibility, you must keep firefighter and public safety your highest priority on every fire. Safety comes first on every fire, every time.

As IC, you must recognize when to engage firefighters in a tactical plan of action. You are to monitor changing conditions, mitigate hazards, make necessary adjustments to your tactical plan, and implement accordingly. We further want to convey our expectations about your responsibilities on Type 3, 4 and 5 incidents. The following list of expectations and responsibilities will help each of you:

- Manage fires safely, effectively, and efficiently as possible, consistent with your level of training, experience, and qualifications.
- Develop and implement viable strategies and tactics for the incident, monitor their effectiveness, and disengage suppression activities immediately if strategies and tactics cannot be implemented safely.
- Maintain command and control of the incident.
- Provide all incident personnel under your command a thorough and complete briefing (see the Incident Response Pocket Guide) before they engage the fire. Ensure your leader's intent is communicated and then aggressively engage the fire.
- Document and submit your "Summary of Actions" using ICS 201/214/Incident Organizer within five days of the incident being called out.
- Complete and document an After Action Review on every incident. Relay pertinent information to the Jurisdictional Duty Officer.
- Complete and continue to evaluate the "Wildland Fire Risk and Complexity Assessment" for every incident.
- Establish a plan of action that incorporates the risk assessment process, as outlined in the Incident Response Pocket Guide.
- Assure Work-Rest Guidelines are strictly followed.
- Establish a unified command quickly when appropriate (multi-jurisdictional situations).
- ICs must not have concurrent responsibilities that are not associated with the incident.
- Keep the appropriate Duty Officers/Agency Administrators informed on the status of your incident.
- Recognize land ownership and ensure strategies and tactics are in line with appropriate agencies policies and authorizations (i.e. retardant, bulldozers, indirect attack, modified suppression, etc.)
- Request a resource advisor on any fire that is likely to impact lands with special designation, critical habitat, sensitive species, and/or cultural or historical sites.
- Show respect for private property and citizens in the fire area. Quality relationships with communities and firefighting partners are required in order to create successful outcomes. We expect you to act professionally and in a manner that builds confidence with the public and our partners.
- Follow agency policies at all times and respect the policies.
- For fires occurring on National Forest System Lands, Incident Commanders shall consult with the Duty Officer prior to taking suppression action.
- The Bureau of Land Management's highest natural resource priority is the protection, conservation, and restoration of sage-grouse habitat. Our goal is to limit acres burned and damaged within and adjacent to sage-grouse habitat.
- If a transfer of command is necessary, you shall contact personnel assigned to the incident and the dispatch center identifying the new Incident Commander.

We have the utmost respect for your knowledge and professionalism. You serve an extremely important leadership role. Please understand that your actions will be supported in any cases where you take appropriate precautions to safeguard firefighters and the public.

<u>Heather Whitman</u>	<u>4/20/2016</u>
Heather Whitman, District Manager	Date
Color Country District	
<u>Kevin Oliver</u>	<u>5/3/2016</u>
Kevin Oliver, District Manager	Date
West Desert District	
<u>Mel Bolling</u>	<u>4/28/2016</u>
Mel Boling, Forest Supervisor	Date
Fishlake National Forest	
<u>Ronald G Torgerson</u>	<u>4/26/2016</u>
Ron Torgerson, Central Area Manager	Date
State of Utah, Div of Forestry, Fire & State Lands	

<u>Jeramie Ybright</u>	<u>5/18/2016</u>
Jeramie Ybright, Fire Mgt. Officer	Date
Southern Paiute Agency, BIA	
<u>Brian Allen</u>	<u>6/6/2016</u>
Brian Allen, Refuge Manager	Date
Fish Springs National Wildlife Refuge	
<u>Leah McGinnis</u>	<u>6/8/2016</u>
Leah McGinnis, Superintendent	Date
Capitol Reef National Park	

Fire Cause Determination Report

REPORT COMPLETED BY: _____

LAND STATUS AT ORIGIN: FS ☐ BLM ☐ STATE ☐ PRIVATE ☐

LOCATION OF ORIGIN: (NAD 83 Datum) UTM: Zone 12 N _____ E _____

SEQUENCE OF EVENTS	DATE & TIME	(name & agency)
HOW REPORTED: _____	BY _____	TO _____
FIRST RESOURCE ON SCENE: _____	PERSONNEL ON RESOURCE: _____	

ORIGIN DETERMINATION

SIZE OF AREA SEARCHED: _____ PERIMETER SEARCH DONE? ☐ YES ☐ NO

ORIGIN DETERMINED BY: ☐ Burn Pattern ☐ Witness ☐ Other _____ ☐ Not Found

CAUSE CATEGORIES (List specific cause, if known)		
<input type="checkbox"/> Lightning	<input type="checkbox"/> Debris Burning/Land Clearing	<input type="checkbox"/> Railroad
<input type="checkbox"/> Campfire	<input type="checkbox"/> Arson	<input type="checkbox"/> Juveniles
<input type="checkbox"/> Smoking	<input type="checkbox"/> Equipment	<input type="checkbox"/> Miscellaneous (<i>explain</i>)

KEY INFORMATION and CRITERIA FOR LEO DISPATCH

1) WITNESSES? ☐ YES ☐ NO NAME OR DESCRIBE: _____
(*phone#/address/other*) _____

2) SUSPECTS? ☐ YES ☐ NO NAME OR DESCRIBE: _____
(*phone#/address/other*) _____

3) VEHICLES? ☐ YES ☐ NO DESCRIBE: _____
LICENSE # _____ STATE: _____ COLOR: _____ MAKE: _____
MODEL: _____

4) SUSPECT ARSON? ☐ YES ☐ NO DESCRIBE: _____

5) EVIDENCE? ☐ YES ☐ NO DESCRIBE: _____
Does evidence need to be collected? ☐ YES ☐ NO _____

WEATHER (<i>upon arrival</i>)					
TIME:	DRY BULB:	WET BULB:	RH:	WD:	WS:

FIELD FIRE REPORT

FIRE NAME: _____ FIRE NUMBER: _____

DATE: _____ TIME: _____

INITIAL SIZE-UP BRIEFING (Report to RIFC)

INCIDENT COMMANDER: _____

DESCRIPTIVE LOCATION: _____

LEGAL: Township _____ Range _____ Section (s) _____

UTM: (NAD 83): Zone 12 N _____ (7 digits), E _____ (6 digits)

OWNERSHIP(s): _____ ESTIMATED SIZE: _____ acres

CAUSE: Natural _____ Human _____ → Fire Investigator (name)*: _____

(*If fire investigator is ordered IC must Complete Weather Obs)

ESTIMATED CONTAINMENT: DATE: _____ TIME: _____

ESTIMATED CONTROL: DATE: _____ TIME: _____

VALUES THREATENED: ☐ N NO ☐ Y YES(specify: _____)

CONTROL PROBLEMS: ☐ N NO ☐ Y YES (specify: _____)

ADDITIONAL RESOURCES NEEDED: ☐ N NO ☐ Y YES (specify: _____)

SPREAD POTENTIAL:

☐ 1 Low ☐ 2 Moderate ☐ 3 High ☐ 4 Extreme

FIRE BEHAVIOR:

☐ 1 Smoldering ☐ 3 Running ☐ 5 Torching ☐ 7 Crowning/Spotting

☐ 2 Creeping ☐ 4 Spotting ☐ 6 Crowning ☐ 8 Erratic

FLAME LENGTH (Average flame length at head of fire): _____ feet

WIND SPEED _____ MPH WIND DIRECTION N S E W NW NE SW SE

TOPOGRAPHY (Topography in vicinity of fire origin):

☐ 1 Ridgetop ☐ 4 Middle 1/3 of slope ☐ 7 Valley Bottom

☐ 2 Saddle ☐ 5 Lower 1/3 of slope ☐ 8 Mesa or plateau

☐ 3 Upper 1/3 of slope ☐ 6 Canyon Bottom ☐ 9 Flat or rolling

SLOPE (Percent slope in vicinity of fire origin):

☐ 1 0-25% ☐ 2 26-40% ☐ 3 41-55% ☐ 4 56-75% ☐ 5 76+%

FBPS FUEL MODEL:

☐ 1 Short Grass (1 ft) ☐ 5 Brush (2 ft) ☐ 9 Hardwood Litter

☐ 2 Timber w/ Grass Understory ☐ 6 Dormant Brush ☐ 10 Timber (Litter & Understory)

☐ 3 Tall Grass (3 ft) ☐ 7 Southern Rough ☐ 11 Light Logging Slash

☐ 4 Chaparral/Brush (6 ft) ☐ 8 Closed Timber Litter ☐ 12 Medium Logging Slash

☐ 13 Heavy, clear cut slash

ASPECT: (Circle) N S E W NW NE SW SE

ELEVATION: _____

☐ ICT5 ☐ ICT4 ☐ ICT3 (Based on Complexity Analysis)

FINAL FIRE REPORT DATA

The information from this sheet will be used to complete agency specific Fire Reports

Discovery Date & Time:	M		D		Y		TIME	
Initial Attack Date & Time:	M		D		Y		TIME	
Containment Date & Time:	M		D		Y		TIME	
Control Date & Time:	M		D		Y		TIME	
Out Date & Time:	M		D		Y		TIME	
USFS Acres:								
BLM Acres:								
State Acres:								
Private Acres:								
Total Acres:								
Name of County at the origin:								
Fire Cause:								
Method of fire detection:								
UTM at Origin: Zone 12	N				E			
Legal Description:								
Aspect at Origin (circle):	NW	N	NE	E	SE	S	SW	W
Slope at Origin:								
Elevation at Origin:								
NFDRS Fuel Model	A)Annual grasses B)Mature Brush C)Open Pine w/Grass E)Hardwood Litter (Fall) F)Intermountain West Brush G)Western Conifers H)Short Needle Conifers D)Heavy Slash J)Intermediate Slash K)Light Slash L)Perennial Grasses R)Hardwood Litter (summer) T)Sagebrush w/grass U)Western Long-Needle Pine							
Nearest Representative Weather Station (RAWS)	421501 Sevier Res. 421805 Black Cedar 421807 Horse Hollow 421905 Lost Creek				421502 Mud springs 421806 Tule Valley 421904 Signal Peak 422610 Larb Hollow			

RESOURCE SUMMARY

[illegible]

Wildland Fire Risk and Complexity Assessment

The Wildland Fire Risk and Complexity Assessment should be used to evaluate firefighter safety issues, assess risk, and identify the appropriate incident management organization. Determining incident complexity is a subjective process based on examining a combination of indicators or factors. An incident's complexity can change over time; incident managers should periodically re-evaluate incident complexity to ensure that the incident is managed properly with the right resources.

Instructions:

Incident Commanders should complete Part A and Part B and relay this information to the Agency Administrator. If the fire exceeds initial attack or will be managed to accomplish resource management objectives, Incident Commanders should also complete Part C and provide the information to the Agency Administrator.

Part A: Firefighter Safety Assessment

Evaluate the following items, mitigate as necessary, and note any concerns, mitigations, or other information.

Evaluate these items	Concerns, mitigations, notes
LCES	
Fire Orders and Watch Out Situations	
Multiple operational periods have occurred without achieving initial objectives	
Incident personnel are overextended mentally and/or physically and are affected by cumulative fatigue.	
Communication is ineffective with tactical resources and/or dispatch.	
Operations are at the limit of span of control.	
Aviation operations are complex and/or aviation oversight is lacking.	
Logistical support for the incident is inadequate or difficult.	

Part B: Relative Risk Assessment

Values				Notes/Mitigation
<u>B1. Infrastructure/Natural/Cultural Concerns</u> Based on the number and kinds of values to be protected, and the difficulty to protect them, rank this element low, moderate, or high. Considerations: key resources potentially affected by the fire such as urban interface, structures, critical municipal watershed, commercial timber, developments, recreational facilities, power/pipelines, communication sites, highways, potential for evacuation, unique natural resources, special-designation areas, T&E species habitat, cultural sites, and wilderness.	L	M	H	
<u>B2. Proximity and Threat of Fire to Values</u> Evaluate the potential threat to values based on their proximity to the fire, and rank this element low, moderate, or high.	L	M	H	
<u>B3. Social/Economic Concerns</u> Evaluate the potential impacts of the fire to social and/or economic concerns, and rank this element low, moderate, or high. Considerations: impacts to social or economic concerns of an individual, business, community or other stakeholder; other fire management jurisdictions; tribal subsistence or gathering of natural resources; air quality regulatory requirements; public tolerance of smoke; and restrictions and/or closures in effect or being considered.	L	M	H	
Hazards				Notes/Mitigation
<u>B4. Fuel Conditions</u> Consider fuel conditions ahead of the fire and rank this element low, moderate, or high. Evaluate fuel conditions that exhibit high ROS and intensity for your area, such as those caused by invasive species or insect/disease outbreaks; continuity of fuels; low fuel moisture.	L	M	H	
<u>B5. Fire Behavior</u> Evaluate the current fire behavior and rank this element low, moderate, or high. Considerations: intensity; rates of spread; crowning; profuse or long-range spotting.	L	M	H	
<u>B6. Potential Fire Growth</u> Evaluate the potential fire growth, and rank this element low, moderate, or high. Considerations: Potential exists for extreme fire behavior (fuel moisture, continuity, winds, etc.); weather forecast indicating no significant relief or worsening conditions; resistance to control.	L	M	H	
Probability				Notes/Mitigation
<u>B7. Time of Season</u> Evaluate the potential for a long-duration fire and rank this element low, moderate, or high. Considerations: time remaining until a season ending event.	L	M	H	
<u>B8. Barriers to Fire Spread</u> If many natural and/or human-made barriers are present and limiting fire spread, rank this element low. If some barriers are present and limiting fire spread, rank this element moderate. If no barriers are present, rank this element high.	L	M	H	
<u>B9. Seasonal Severity</u> Evaluate fire danger indices and rank this element low/moderate, high, or very high/extreme. Considerations: energy release component (ERC); drought status; live and dead fuel moistures; fire danger indices; adjective fire danger rating; preparedness level.	L/ M	H	VH /E	
Enter the number of items circled for each column.				

Relative Risk Rating (circle one):

Low	Majority of items are “Low”, with a few items rated as “Moderate” and/or “High”.
Moderate	Majority of items are “Moderate”, with a few items rated as “Low” and/or “High”.
High	Majority of items are “High”; A few items may be rated as “Low” or “Moderate”.

Part C: Organization

Relative Risk Rating (From Part B)			
Circle the Relative Risk Rating (from Part B).	L	M	H

Implementation Difficulty					Notes/Mitigation
<u>C1. Potential Fire Duration</u> Evaluate the estimated length of time that the fire may continue to burn if no action is taken and amount of season remaining. Rank this element low, moderate, or high. Note: This will vary by geographic area.	N/A	L	M	H	
<u>C2. Incident Strategies (Course of Action)</u> Evaluate the level of firefighter and aviation exposure required to successfully meet the current strategy and implement the course of action. Rank this element as low, moderate, or high. Considerations: Availability of resources; likelihood that those resources will be effective; exposure of firefighters; reliance on aircraft to accomplish objectives; trigger points clear and defined.	N/A	L	M	H	
<u>C3. Functional Concerns</u> Evaluate the need to increase organizational structure to adequately and safely manage the incident, and rank this element low (adequate), moderate (some additional support needed), or high (current capability inadequate). Considerations: Incident management functions (logistics, finance, operations, information, planning, safety, and/or specialized personnel/equipment) are inadequate and needed; access to EMS support, heavy commitment of local resources to logistical support; ability of local businesses to sustain logistical support; substantial air operation which is not properly staffed; worked multiple operational periods without achieving initial objectives; incident personnel overextended mentally and/or physically; Incident Action Plans, briefings, etc. missing or poorly prepared; performance of firefighting resources affected by cumulative fatigue; and ineffective communications.	N/A	L	M	H	
Socio/Political Concerns					Notes/Mitigation
<u>C4. Objective Concerns</u> Evaluate the complexity of the incident objectives and rank this element low, moderate, or high. Considerations: clarity; ability of current organization to accomplish; disagreement among cooperators; tactical/operational restrictions; complex objectives involving multiple focuses; objectives influenced by serious accidents or fatalities.	N/A	L	M	H	
<u>C5. External Influences</u> Evaluate the effect external influences will have on how the fire is managed and rank this element low, moderate, or high. Considerations: limited local resources available for initial attack; increasing media involvement, social/print/television media interest; controversial fire policy; threat to safety of visitors from fire and related operations; restrictions and/or closures in effect or being considered; pre-existing controversies/ relationships; smoke management problems; sensitive political concerns/interests.	N/A	L	M	H	
<u>C6. Ownership Concerns</u> Evaluate the effect ownership/jurisdiction will have on how the fire is managed and rank this element low, moderate, or high. Considerations: disagreements over policy, responsibility, and/or management response; fire burning or threatening more than one jurisdiction; potential for unified command; different or conflicting management objectives; potential for claims (damages); disputes over suppression responsibility.	N/A	L	M	H	
Enter the number of items circled for each column.					

Recommended Organization (circle one):

Type 5	Majority of items rated as "N/A"; a few items may be rated in other categories.
Type 4	Majority of items rated as "Low", with some items rated as "N/A", and a few items rated as "Moderate" or "High".
Type 3	Majority of items rated as "Moderate", with a few items rated in other categories.
Type 2	Majority of items rated as "Moderate", with a few items rated as "High".
Type 1	Majority of items rated as "High"; a few items may be rated in other categories.

Rationale:

Use this section to document the incident management organization for the fire. If the incident management organization is different than the Wildland Fire Risk and Complexity Assessment recommends, document why an alternative organization was selected. Use the "Notes/Mitigation" column to address mitigation actions for a specific element, and include these mitigations in the rationale.

Name of Incident: _____ Unit(s): _____

Date/Time: _____ Signature of Preparer: _____

Incident Commander Checklist

- ☐ Verify all frequencies assigned and all units responding to the incident.
- ☐ Name the incident and obtain an alpha numeric incident code from RIFC. Use the closest geographical reference and keep it short.
- ☐ Flag the route to the incident. Start from major roads and clearly flag each turn on both sides of road.
- ☐ Designate a briefing and staging area. All resources will be checked in and briefed.
- ☐ Post lookouts, ensure communications work and identify escape routes and safety zones.
- ☐ Complete the Initial Size-up Briefing on the Initial Field Fire Report. Relay this information to RIFC over the radio.
- ☐ Has the Duty Officer or Agency Administrator given clear "LEADERS INTENT" for the management of the fire?
- ☐ Complete the Incident Complexity Analysis. Ensure the proper management is in place or ordered.
- ☐ Develop objectives for your incident in coordination with Duty Officer. Use strategies and tactics that are safe and achieve the objectives. Incident objectives should be consistent with Fire Management Plan resource objectives.
- ☐ When the fire is suspected to be human caused; complete the Fire Cause Determination Report and order Fire Investigator.
- ☐ Relay coordinates to RIFC and request land ownership.
- ☐ Establish a unified command when appropriate. Ensure RIFC and all resources on the incident know who the Incident Commander is.
- ☐ Plan for operational resources needed to control the incident.
- ☐ Order the necessary and appropriate operational resources through RIFC by 1800 for the next operational period. Off unit resources may be filled by other dispatch centers that may not be open later in the evening.
- ☐ Ensure all contract resources are inspected through RIFC prior to obtaining an assignment.
- ☐ RIFC will coordinate with County Dispatch Centers for EMS and local law enforcement issues upon request.
- ☐ Complete the Spot Weather Forecast Request and relay the information to RIFC. Request a spot weather forecast for each operational period that the fire is uncontrolled or if a Red Flag Warning/Fire Weather Watch has been issued.
- ☐ Confirm with RIFC that the Operational Duty Officer has been briefed.
- ☐ Notify RIFC by 1800 if they will need to extend staffing.
- ☐ An Incident Status Summary (ICS-209) will be submitted to RIFC by 1800 for all action fires reaching the 100(timber)/300(grass/brush) criteria. A final 209 will be submitted when the fire is contained AND national resources are no longer being requested by the incident OR when the fire is controlled OR out.
- ☐ Order logistical resources needed to control the incident through RIFC.
- ☐ Facilitate incident AARs after each operation period. Document a final incident AAR (in the Incident Organizer page 13) after the fire is controlled.
- ☐ Complete Crew Time Reports, shift tickets and evaluations for all off unit resources prior to their demobilization.
- ☐ Keep RIFC informed on changes in conditions/personnel.
- ☐ Complete the Final Fire Report Data form in the Incident Organizer when the incident is declared out. Give completed Incident Organizer to appropriate DAFMO/FOS within five days after the incident is declared out.

SPOT WEATHER FORECAST REQUEST

Required Elements *

PROJECT NAME

***Project**

Name:

☐ Wildfire ☐ WFU ☐ HAZMAT

☐ Prescribed Fire ☐ SAR

Ignition Time: ☐ Mountain Local Time

Date:

REQUESTING AGENCY

NOTE: Do not use commas in this section.

***Requesting Agency:**

***Requesting Official:**

***Phone Number:**

Ext.

FAX Number:

Contact Person:

REASON FOR SPOT FORECAST REQUEST

***Must choose either Wildfire or one of the Non-Wildfire reasons**

☐ **Wildfire**

☐ **Non-Wildfire**

LOCATION

***Lat:**

***Lon:**

7.5' Quad:

Legal (T/R): _ _ _ ☐ UT

*Enter Lat/Lon, Legal(T/R) also acceptable.

***Elevation:**

Top Bottom

Drainage:

***Aspect:**

Size: (Acres)

FUEL

Type:

Sheltering

☐ Full

☐ Partial

☐ Unsheltered

OBSERVATIONS

Place	Elev.	Time	Wind	Temp	Wet bulb	RH	Dew pt.	Sky/Weather
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PRIMARY FORECAST ELEMENTS

TDA TNT TMR (Today, Tonight, Tomorrow)

- ☐ ☐ ☐ LAL
☐ ☐ ☐ Haines Index
☐ ☐ ☐ Clearing Index
☐ ☐ ☐ Sky/Weather
☐ ☐ ☐ Temperature
☐ ☐ ☐ Humidity
☐ ☐ ☐ Wind - 20 Foot

REMARKS

After Action Review

Date: _____ Conducted by: _____

What was planned?

What actually happened?

Why did it happen?

What can we do next time?

Is there a need to file a SAFENET or SAFECOM? No ☐ Yes ☐

Wildland Fire Accidents? No ☐ Yes ☐

If Yes, specify below:

- ☐ Entrapment
- ☐ Equipment Damage
- ☐ Near-miss
- ☐ Injury _____

Agency Reviewing Official

Title

Date

* JUSTIFICATION FOR SHIFTS IN EXCESS OF 16 HOURS/2:1

The following criteria has been determined to justify working shifts exceeding 16 hours and/or consecutive days that do not meet the 2:1 work rest guidelines.

FIRE NAME _____ FIRE # _____

EMPLOYEES

NAME	NAME

_____ Shifts in excess of 16 hours/ exceeding 2:1 on _____ (Date) was due to establishing initial control of the fire.

_____ Shifts in excess of 16 hours/ exceeding 2:1 on _____ (Date) was due to dispatching manpower and resources during critical fire situation.

_____ Shifts in excess of 16 hours/ exceeding 2:1 on _____ (Date) was due to emergency rescue work.

_____ Arduous travel. Travel on overtime necessary because suitable subsistence and lodging not available to remain until following day. *(May be applicable when returning from fire.)*

_____ Travel time not administratively controllable. Required to return to home unit as quickly as possible and by most expedient method because of fire situation. *(May be applicable when returning from fire detail assignment.)*

_____ Other:

_____ Mitigation measures used to reduce fatigue:

 X
Incident Commander (Requestor)

Operational Duty Officer (Approver): Name:

Date: Time: Method of Contact: ☐ Phone ☐ In person

Medical Incident Report

Use items one through nine to communicate situation to communications/dispatch.

1. CONTACT COMMUNICATIONS/DISPATCH

Ex: "Communications, Div. Alpha. Stand-by for Priority Medical Incident Report." (If life threatening request designated frequency be cleared for emergency traffic.)

2. INCIDENT STATUS: Provide incident summary and command structure

Nature of Injury/Illness		Describe the injury (Ex: Broken leg with bleeding)
Incident Name:		Geographic Name + "Medical" (Ex: Trout Meadow Medical)
Incident Commander:		Name of IC
Patient Care:		Name of Care Provider (Ex: EMT Smith)

3. INITIAL PATIENT ASSESSMENT: Complete this section for each patient. This is only a brief, initial assessment. Provide additional patient info after completing this 9 Line Report. See page 100 for detailed Patient Assessment.

Number of Patients:	Male/Female	Age:	Weight:
Conscious?	<input type="checkbox"/> YES	<input type="checkbox"/> NO = MEDEVAC!	
Breathing?	<input type="checkbox"/> YES	<input type="checkbox"/> NO = MEDEVAC!	
Mechanism of Injury: What caused the injury?			
Lat./Long. (Datum WGS84) Ex: N 40° 42.45'x W 123° 03.24'			

4. SEVERITY OF EMERGENCY, TRANSPORT PRIORITY

SEVERITY	TRANSPORT PRIORITY
<input type="checkbox"/> URGENT-RED Life threatening injury or illness. Ex: Unconscious, difficulty breathing, bleeding severely, 2°-3° burns more than 4 palm sizes, heat stroke, disoriented.	Ambulance or MEDEVAC helicopter. Evacuation need is IMMEDIATE .
<input type="checkbox"/> PRIORITY-YELLOW Serious injury or illness. Ex: Significant trauma, not able to walk, 2°-3° burns not more than 1-2 palm sizes	Ambulance or consider air transport if at remote location. Evacuation may be DELAYED .
<input type="checkbox"/> ROUTINE-GREEN Not a life threatening injury or illness. Ex: Sprains, strains, minor heat-related illness	Non-Emergency. Evacuation considered Routine of Convenience .

5. TRANSPORT PLAN:**Air Transport:** (Agency Aircraft Preferred)
☐ Helispot

 ☐ Short-haul/Hoist

 ☐ Life Flight

 ☐ Other
Ground Transport:
☐ Self-Extract

 ☐ Carry-Out

 ☐ Ambulance

 ☐ Other
6. ADDITIONAL RESOURCE/EQUIPMENT NEEDS:
☐ Paramedic/EMT(s)

 ☐ Crew(s)

 ☐ SKED/Backboard/C-Collar
☐ Burn Sheet(s)

 ☐ Oxygen

 ☐ Trauma Bag
☐ Medication(s)

 ☐ IV/Fluid(s)

 ☐ Cardiac Monitor/AED
☐ **Other (e.g., splints, rope rescue, wheeled litter)**
7. COMMUNICATIONS:

Function	Channel Name/Number	Receive (Rx)	Tone/ NAC*	Transmit (Tx)	Tone/ NAC*
<i>Ex: Command</i>	<i>Forest Rpt, Ch. 2</i>	<i>168.3250</i>	<i>110.9</i>	<i>171.4325</i>	<i>110.9</i>
COMMAND					
AIR-TO-GRND					
TACTICAL					

*(NAC for digital radio system)

8. EVACUATION LOCATION:

Lat./Long. (Datum WGS84) <i>EX: N 40° 42.45'x W 123° 03.24'</i>	
Patient's ETA to Evacuation Location:	
Helispot/Extraction Size and Hazards	

9. CONTINGENCY:

Considerations: If primary options fail, what actions can be implemented in conjunction with primary evacuation method? Be thinking ahead...

REMEMBER:

- **Confirm ETAs of resources ordered.**
- **Act according to your level of training.**
- **Be Alert. Keep Calm. Think Clearly. Act Decisively.**

